



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

SOIL AND WATER CONSERVATION DISTRICT

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Todd County SWCD Monitoring Plan for Buffer Compliance Tracking

103F.48 Riparian Protection and Water Quality Practices

1. Compliance Tracking of Parcels Subject to the Buffer Law

All parcels in the county are to be reviewed within a three year time frame. To keep this process achievable, orderly and manageable for staff, Todd SWCD has created a map to divide the county into three review areas.

See attached map.

One area per year will be reviewed. Compliance review will be done one of two ways: (1) remotely when current aerial imagery is available or (2) on-site when access is granted by the landowner.

2. Random Spot Checks

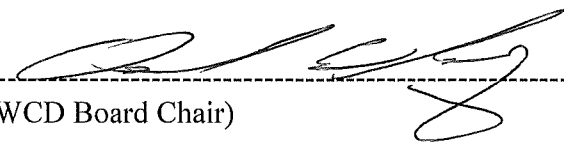
The SWCD will conduct a minimum of 25 random on site spot checks each year on parcels subject to the Buffer Law.

3. Complaint Process:

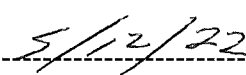
See attached flow chart.

See attached resolution in accordance with *Todd County Resolution Establishing a Policy Regarding Acceptance of Complaints and Reports of Violations of Land Use and Conservation Ordinances and Law under the Jurisdiction of the County (20120312-03, Todd County)*

This document will act as the policy framework in SWCD operations related to State Buffer Program until subject to revision per Todd SWCD Supervisors and/or as changes occur to state and county requirements.

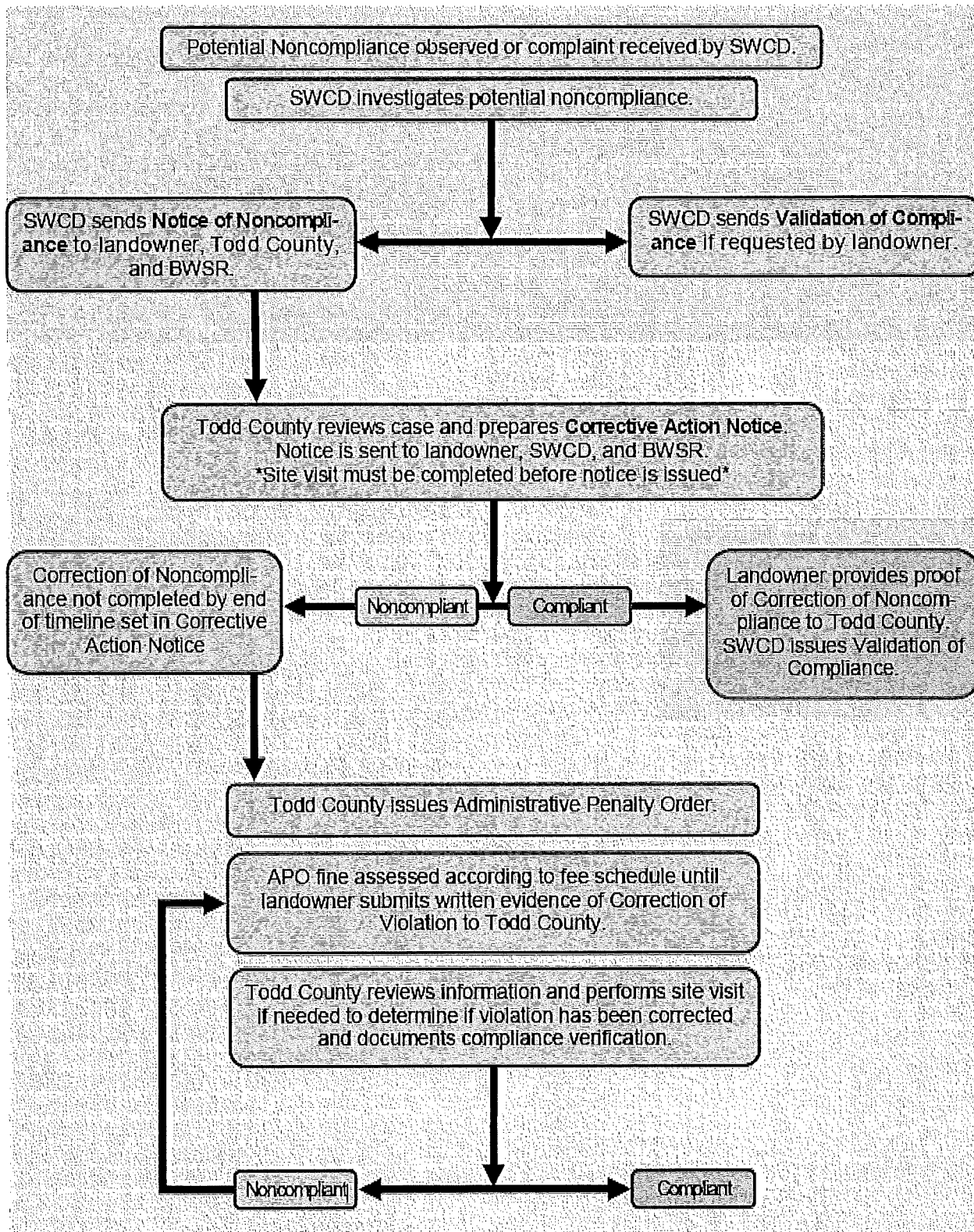


(SWCD Board Chair)



(Date)

Buffer Violation Process Flow Chart



TODD COUNTY BOARD OF COMMISSIONERS

A RESOLUTION ESTABLISHING A POLICY REGARDING ACCEPTANCE OF COMPLAINTS AND REPORTS OF VIOLATIONS OF LAND USE AND CONSERVATION ORDINANCES AND LAWS UNDER THE JURISDICTION OF TODD COUNTY

WHEREAS, The Todd County Board of Commissioners and the Todd County Soil and Water Conservation District Board of Supervisors (hereafter "Boards") have a shared goal to ensure that reported violations of land use and conservation ordinances and laws are investigated and appropriately resolved, and;

WHEREAS, the Boards mutually agree that an individual who reports a violation will be contacted following investigation of an alleged violation regarding the validity of said violation and any actions subsequently taken to resolve said violation, and;

NOW, THEREFORE BE IT RESOLVED, that the Boards adopt the following policy:

Purpose: To best serve the people of Todd County, the Board of Commissioners along with the Soil Water & Conservation District Board of Supervisors want to assure that every complaint and/or report of land use violation is investigated; to facilitate this commitment the two boards approve the establishment of a policy on how employees are to respond to complaints and/or reports of land use violations.

1. All complaints and/or reports of land use violations must be accompanied by the complainants' name and one or more of the following:
 - a. Phone number
 - b. Email address
 - c. Physical address
2. All complaint information will be kept confidential unless the County is legally required to produce said information.
3. All complaints received meeting the requirements of item one of this policy will be fully investigated.
4. Regardless of the outcome of the investigation, it shall be the duty of the Division Director to ensure that complainants are provided with the findings of the investigation, and what, if any, actions were taken.
5. Staff taking complaints must inform the complainant of the following:
 - a. The County will keep the information confidential, unless it is required by law to disclose. The situations where this may happen are when a complaint results in prosecution, or through other legal action.
 - b. The County will inform the complainant if the County is required to disclose their name prior to actually disclosing their name.